



Texas Juvenile Justice Department

**Service Provider's
Program Components
& Narrative
Documents
FY'18**



TEXAS JUVENILE JUSTICE DEPARTMENT

CONTRACT PROVIDER INFORMATION

Name of Contract Provider: Rite of Passage, Inc.		Address: 2560 Business Pkwy Ste A, Minden, NV 89423	
Name of Operating Entity: Lake Granbury Youth Services Center		Address: 1300 Crossland Rd, Granbury TX 76048	
Phone: 775-267-9411	Fax: 775-267-9422	Website: www.riteofpassage.com	
Service Provider: Non-Profit <input checked="" type="checkbox"/> For Profit Government Entity			
Hub <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, attach copy of HUB certification			

Contract Provider Owner or President: S. James Broman		
Organization Type: Juvenile Secure and Residential Services		
Program Administrator: Stephen Parker		
Program Administrator Phone Number: 817-579-0852	Program Administrator Cell #: 480-262-5384	Program Administrator Email Address: Stephen.parker@rop.com

NOTE: Contract Owner or President must complete the Fingerprint and Background Check requirements outlined in the contract agreement even if he/she will not be working directly with TJJD youth and/or reviewing their records

Facility Capacity: 96	Gender(s): M/F	Age Range: 14-18
Video Monitoring System <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, # of cameras 54 Length of time surveillance footage will be stored 30 days		

Rehabilitative/Specialized Treatment Provided:	
Please see attached supplemental specialized treatment form	
<input checked="" type="checkbox"/> On-Site Education	<input checked="" type="checkbox"/> Vocational
<input checked="" type="checkbox"/> GED Preparation and Testing	<input checked="" type="checkbox"/> Independent Living Preparation
<input checked="" type="checkbox"/> Aggression Replacement Training	<input checked="" type="checkbox"/> Alcohol & Other Drugs Treatment*
<input checked="" type="checkbox"/> Anger Management Program*	<input type="checkbox"/> Sex Offender Treatment*
<input checked="" type="checkbox"/> Independent Living Preparation	<input checked="" type="checkbox"/> Gang Intervention Services**
<input checked="" type="checkbox"/> Mental Health Treatment*	<input checked="" type="checkbox"/> Family Counseling
<input checked="" type="checkbox"/> Individual Counseling	
<input checked="" type="checkbox"/> Other Services [specify here]: Gender specific *	

TEXAS JUVENILE JUSTICE DEPARTMENT

ACKNOWLEDGMENTS

I, **Stephen Parker**, acknowledge that all items listed below are current and/or in place at Lake Granbury Youth Services (LGYS). If TJJD has any questions related to these matters, I can be reached via phone at 480-262-5384.

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| 1) LGYS staff, contractors (to include teachers) and volunteers have completed the TJJD fingerprint and background check process, and have been fingerprinted prior to working with the TJJD youth population and/or reviewing their records <input checked="" type="checkbox"/> Yes |
| 2) LGYS staff, contractors and volunteers working with TJJD youth have received initial, annual, and/or refresher training as per the licensing/certification entity standards <input checked="" type="checkbox"/> Yes |
| 3) LGYS participates in the federal school lunch program <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A |
| 4) LGYS has completed a Prison Rape Elimination Act (PREA) audit by August 31, 2016 and will make every effort to maintain compliance with the PREA standards in fiscal year 2018 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A-Foster Care Program |
| 5) LGYS allows TJJD youth at least one free phone call per week to his/her parent/guardian <input checked="" type="checkbox"/> Yes |
| 6) LGYS has provided the TJJD Youth Services Contracts Manager with all audit, monitoring, and investigation reports conducted by non-TJJD entities in FY'17 [9/1/16-8/31/17] <input checked="" type="checkbox"/> Yes |



Signature

June 1, 2017

Date

Program Director

Title



TEXAS JUVENILE JUSTICE DEPARTMENT

CONTRACT PROVIDER SPECIALIZED TREATMENT SERVICES

NOTE: complete separate form for each service type

Name of Contract Provider: Rite of Passage	Fiscal Year: 2018
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Specialized Treatment Services Type(s): ☒ Alcohol & Other Drugs ☐ Mental Health ☐
 Anger Management ☐ Sex Offender ☐ Other: Please Specify

Name of Curriculum: **Pathways to Self-Discovery and Change**

Description of Service: Using an adolescent-focused format, this protocol identifies psychological, biological, and social factors that contribute to onset of adolescent deviance, and establishes guidelines for delivery of a 32-session treatment curriculum designed to rehabilitate both male and female adolescents with co-occurring substance abuse and criminal conduct.

Category of Service: <input type="checkbox"/> Individual <input checked="" type="checkbox"/> Group <input type="checkbox"/> Family	Duration of Service: <input checked="" type="checkbox"/> 3 sessions/week for 1 hour(s) for 11 weeks <input type="checkbox"/> sessions/month for hour(s) each session for months <input type="checkbox"/> Other:
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Treatment Provider Name: **Rite of Passage employees provide Treatment Services (Samara Orr, Heather Teague and/or other trained staff)**

☒ Contractor Employee ☐ Subcontractor

TJJD Approver Typed Name:

TJJD Approval Date:

7/10/17

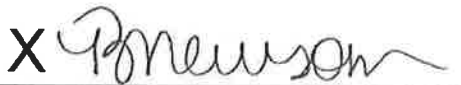
Kimbla Newsom, TJJD
Youth Services Contracts Manager



TEXAS JUVENILE JUSTICE DEPARTMENT

CONTRACT PROVIDER SPECIALIZED TREATMENT SERVICES

NOTE: complete separate form for each service type

Name of Contract Provider: Rite of Passage		Fiscal Year: 2018	
Specialized Treatment Services Type(s): <input type="checkbox"/> Alcohol & Other Drugs <input type="checkbox"/> Mental Health <input checked="" type="checkbox"/>			
Anger Management <input type="checkbox"/> Sex Offender <input type="checkbox"/> Other: Please Specify			
Name of Curriculum: Aggression Replacement Training			
<p>Description of Service: Aggression Replacement Training (ART) is a research-based, proven-effective approach for working with challenging youth. This revised and expanded edition is the culmination of over 30 years of use in schools, community agencies, juvenile institutions, and other residential settings. The authors elaborate on the techniques and strategies for each of ART's three training components, clarifying the theory behind the interventions and offering user-friendly suggestions for successful implementation. They present program procedures in the form of sessions, including step-by-step instructions for conducting each group meeting. ART features three coordinated and integrated components:</p> <ul style="list-style-type: none"> • Social Skills Training – Teaches participants what to do, help them replace antisocial behaviors with positive alternatives • Anger Control – Teaches participants what not to do, helping them respond to anger in a nonaggressive manner and rethink anger-provoking situations. • Moral Reasoning – Helps raise participants' level of fairness, justice and concern for the needs and rights of others. 			
Category of Service: <input type="checkbox"/> Individual <input checked="" type="checkbox"/> Group <input type="checkbox"/> Family		Duration of Service: <input checked="" type="checkbox"/> 1 sessions/week for 1 hour(s) for 32 weeks <input type="checkbox"/> sessions/month for hour(s) each session for months <input type="checkbox"/> Other:	
Treatment Provider Name: Rite of Passage employees provide Treatment Services (Darrin Ray, Heather Teague, and/or other trained staff)			
<input checked="" type="checkbox"/> Contractor Employee		<input type="checkbox"/> Subcontractor	
TJJD Approver Typed Name:		TJJD Approval Date: 7/10/17	
 Kimbla Newsom, TJJD Youth Services Contracts Manager			




TEXAS JUVENILE JUSTICE DEPARTMENT

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NOTE: complete separate form for each service type

Name of Contract Provider: Rite of Passage	Fiscal Year: 2018
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Specialized Treatment Services Type(s): <input type="checkbox"/> Alcohol & Other Drugs <input type="checkbox"/> Mental Health <input type="checkbox"/> Anger Management <input type="checkbox"/> Sex Offender <input checked="" type="checkbox"/> Other: Please Specify Social Skills Training	
Name of Curriculum: Thinking for a Change	
Description of Service: The <i>Thinking for a Change: An Integrated Approach to Changing Offender Behavior</i> (T4C) curriculum, developed by Barry Glick, Jack Bush, and Juliana Taymans in cooperation with NIC, "uses a combination of approaches to increase offenders' awareness of themselves and others. It integrates cognitive restructuring, social skills, and problem solving. The program begins by teaching offenders and introspective process for examining their ways of thinking and their feelings, beliefs, and attitudes. The process is reinforced through the program. Social-skills training is provided as an alternative to antisocial behaviors. The program culminates by integrating the skills offenders have learned into steps for problem solving. Problem solving becomes the central approach offenders learn that enables them to work through difficult situations without engaging in criminal behavior." (Milkman & Wanberg, 2007).	
Category of Service: <input type="checkbox"/> Individual <input checked="" type="checkbox"/> Group <input type="checkbox"/> Family	Duration of Service: <input checked="" type="checkbox"/> 1 sessions/week for 1 hour(s) for 24 weeks <input type="checkbox"/> sessions/month for hour(s) each session for months <input type="checkbox"/> Other:
Treatment Provider Name: Rite of Passage employees provide Treatment Services (Heather Teague, Chelsea Bryant, and/or other trained staff)	
<input checked="" type="checkbox"/> Contractor Employee <input type="checkbox"/> Subcontractor	
TJJD Approver Typed Name: _____ TJJD Approval Date: 7/10/17	
 _____ Kimbla Newsom, TJJD Youth Services Contracts Manager	



TEXAS JUVENILE JUSTICE DEPARTMENT

CONTRACT PROVIDER SPECIALIZED TREATMENT SERVICES

NOTE: complete separate form for each service type

Name of Contract Provider: Rite of Passage	Fiscal Year: 2018
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Specialized Treatment Services Type(s):	<input checked="" type="checkbox"/> Alcohol & Other Drugs	<input type="checkbox"/> Mental Health	<input type="checkbox"/>
Anger Management	<input type="checkbox"/> Sex Offender	<input checked="" type="checkbox"/> Other: Please Specify: Trauma	

Name of Curriculum: **Seeking Safety: A Treatment Manual for PTSD and Substance Abuse**

Description of Service: *Seeking Safety* is a present-focused, coping skills therapy to help people attain safety from trauma and/or substance abuse. The treatment is available as a book, providing both client handouts and clinician guidelines. The treatment may be conducted in group or individual format; with females and males; and in various settings (e.g., outpatient, inpatient, residential, home care, schools). *Seeking Safety* consists of 25 topics that can be conducted in as many sessions as time allows, and in any order. Examples of topics are Safety, Asking for Help, Setting Boundaries in Relationships, Healthy Relationships, Community Resources, Compassion, Creating Meaning, Discovery, Recovery Thinking, Taking Good Care of Yourself, Commitment, Coping with Triggers, Self-Nurturing, Red and Green Flags, and Life Choices. *Seeking Safety* is also rated on the CEBC in the Substance Abuse Treatment (Child & Adolescent) and Trauma Treatment and Efficacy is supported by SAMHSA.

Category of Service:	Duration of Service:
<input type="checkbox"/> Individual	<input checked="" type="checkbox"/> 1 sessions/week for 1 hour(s) for 24 weeks
<input checked="" type="checkbox"/> Group	<input type="checkbox"/> sessions/month for hour(s) each session for months
<input type="checkbox"/> Family	<input type="checkbox"/> Other:

Treatment Provider Name: **Rite of Passage trained staff will provide this training.**
☒ Contractor Employee
 ☐ Subcontractor

TJJD Approver Typed Name: _____ TJJD Approval Date: **7/10/17**
X *Kimbla Newsom*

Kimbla Newsom, TJJD
Youth Services Contracts Manager



TEXAS JUVENILE JUSTICE DEPARTMENT

CONTRACT PROVIDER SPECIALIZED TREATMENT SERVICES

NOTE: complete separate form for each service type

Name of Contract Provider: Rite of Passage	Fiscal Year: 2018
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Specialized Treatment Services Type(s): <input type="checkbox"/> Alcohol & Other Drugs <input type="checkbox"/> Mental Health <input type="checkbox"/>	
Anger Management <input type="checkbox"/> Sex Offender <input checked="" type="checkbox"/> Other: Please Specify: Social Skill Training	


Name of Curriculum: **Positive Skill Development Group**

Description of Service: Developed from *The Prepare Curriculum* (Goldstein 1999), Positive Skill Development Groups targets social and thinking skills. Youth are guided through learning activities in which they rehearse, practice and role-play skills. Discussion on skill application reinforces the new knowledge.

Category of Service: <input type="checkbox"/> Individual <input checked="" type="checkbox"/> Group <input type="checkbox"/> Family	Duration of Service: <input checked="" type="checkbox"/> 4 sessions/week for 1 hour(s) for duration of programming <input type="checkbox"/> sessions/month for hour(s) each session for months <input type="checkbox"/> Other:
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Treatment Provider Name: **Rite of Passage Coach Counselors provide PSD groups**☒ Contractor Employee☐ Subcontractor

TJJD Approver Typed Name:

TJJD Approval Date: **7/10/17**


Kimbla Newsom, TJJD

Youth Services Contracts Manager



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Name of Contract Provider: Rite of Passage	Fiscal Year: 2018
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Specialized Treatment Services Type(s): ☐ Alcohol & Other Drugs ☒ Mental Health ☐
 Anger Management ☐ Sex Offender ☒ Other: Please Specify: **General Topics**

Name of Curriculum: **None**

Description of Service: Family therapy services using a number of modalities addressing individual risk and protective factors, past traumatic experiences, relationship issues, criminogenic and thought processes, substance abuse issues, communication issues or other extant or emergent issues that arise.

Category of Service: <input type="checkbox"/> Individual <input type="checkbox"/> Group <input checked="" type="checkbox"/> Family	Duration of Service: <input type="checkbox"/> sessions/week for hour(s) for weeks <input checked="" type="checkbox"/> 1 sessions/month for duration of placement <input type="checkbox"/> Other:
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Treatment Provider Name: Heather Teague, or another licensed therapist

☒ Contractor Employee

☐ Subcontractor

TJJD Approver Typed Name:

TJJD Approval Date:

7/10/17

X Kimbla Newsom

Kimbla Newsom, TJJD

Youth Services Contracts Manager



TEXAS JUVENILE JUSTICE DEPARTMENT

CONTRACT PROVIDER SPECIALIZED TREATMENT SERVICES

NOTE: complete separate form for each service type

Name of Contract Provider: Rite of Passage	Fiscal Year: 2018
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Specialized Treatment Services Type(s): <input type="checkbox"/> Alcohol & Other Drugs <input checked="" type="checkbox"/> Mental Health <input type="checkbox"/>	
Anger Management <input type="checkbox"/> Sex Offender <input checked="" type="checkbox"/> Other: Please Specify: General Topics	
Name of Curriculum: None	
Description of Service: Individual therapy services using a number of modalities addressing individual risk and protective factors, past traumatic experiences, relationship issues, criminogenic and thought processes, substance abuse issues, communication issues or other extant or emergent issues that arise.	
Category of Service:	Duration of Service:
<input checked="" type="checkbox"/> Individual	<input type="checkbox"/> sessions/week for hour(s) for weeks
<input type="checkbox"/> Group	<input checked="" type="checkbox"/> 2 sessions/month for duration of placement
<input type="checkbox"/> Family	<input type="checkbox"/> Other:
Treatment Provider Name: Heather Teague, or another licensed therapist	
<input checked="" type="checkbox"/> Contractor Employee <input type="checkbox"/> Subcontractor	
TJJD Approver Typed Name: _____ TJJD Approval Date: 7/10/17	
 _____ Kimbla Newsom, TJJD Youth Services Contracts Manager	

Lake Granbury Youth Services

Statement of Work

Description of Program. Rite of Passage is offering Secure Residential Treatment Program Services for male and female youth between the ages of 14 and 18 at its Lake Granbury Youth Services (LGYS) program in Lake Granbury, Texas. The program is structured to provide evidence-based cognitive-behavioral treatment programming within a normalized milieu. Further, service delivery will be gender-responsive and use a trauma-informed approach while providing specialized treatment services including alcohol and other drugs, mental health and anger management. The program includes a thorough assessment process, prescribes evidence-based interventions through a collaborative case management system that involves parents and families, and provides therapy and supervision by trained and caring child care professionals. In addition, young men and women will receive on-site, year-round educational and medical services as well as have access to positive youth development activities including health and wellness activities that empower youth to make positive choices.

Licensing: Lake Granbury is licensed by the Texas Juvenile Justice Department (TJJD) to provide post-adjudication and pre-adjudication services.

Staff ratios and training. During the daytime hours, ROP will maintain a minimum of a 1:8 staff to student ratio. Group Living Counselors and the Group Leaders will be included in this ratio. During the overnight hours, we maintain a minimum of a 1:16 staff to student ratio. Each employee whose primary responsibility and essential job function is the supervision of students will meet all the employment, certification and training requirements as identified by Texas Administrative Code and by Rite of Passage's policies.

Health care: medical and dental services. Upon admission, all students will be assessed by the Nurse/LVN. A full physical exam shall be completed along with a dental screen and vision screen. Medical services include medical and dental assessment, routine and emergency care, prescription medication management, vision/optometric services, laboratory, x-ray and pharmaceutical services.

ROP currently works with local area providers (see below) to provide these services. In addition, the medical staff and contractors will provide medical and dental services required by the student including emergency and routine care as well as over counter medications, medical supplies and first aid to TJJD youth.

<i>The Health Service Authority for the facility is:</i> Dr. Brooks Smith, M.D. Avalon Urgent Care 805 Hill Blvd Suite 102 Granbury, TX 76048	<i>Emergencies</i> Lake Granbury Medical Center 1310 Paluxy Road Granbury, TX 76048 Avalon Urgent Care 805 Hill Blvd Suite 102 Granbury, TX 76048
<i>Dental Services</i> Gaurav Puri, DDS 708 Paluxy Rd Granbury, Texas 76048	<i>Psychiatrist</i> Progressive Psychiatry Dr. Brian Dixon 1307 8 th Ave #310 Fort Worth, Texas 76104

<i>Pharmaceuticals</i> Granbury Drug and Compound 602 S Morgan St. Granbury, TX 76048 817-573-1164	<i>Optometrist/Glasses</i> Chris Cheyne, O.D. 223 South Morgan St. Granbury, Texas 76048
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Treatment services. Treatment services shall include individual, group and family therapy and shall include Alcohol and Other Drug (AOD) Treatment and Anger Management Treatment Services. Please see Supplemental Specialized Treatment Form.

Risk assessments. Assessment instruments will assist the Treatment Team in establishing the Case Plan for the student. Assessments may include, but are not limited to the Massachusetts Youth Screening Instrument (MASYI-2), Structured Assessment of Violence Risk in Youth (SAVRY) and the How I Think (HIT) Questionnaire. Additional assessments may be utilized, based a youth's presenting risks and needs.

Target population. Rite of Passage proposes providing residential services for male and female youth between the ages of 14 and 18 at the Lake Granbury Youth Services. Services will be provided within in an academy model setting utilizing an individualized treatment plan targeting specific needs such as complex trauma, co-occurring disorders, severe abandonment, grief and loss issues, family dysfunction, psychiatric needs and victims of sexual abuse and/or trafficking.

Program completion requirements. Youth may successfully complete the program once the goals and interventions are completed within the youth's individualized Case Plan. At least once every 30 days, the Multi-Disciplinary Team (MDT) will update the student's Case Plan based on a re-assessment of risk and protective factors and following an integrated and comprehensive review of the student's progress in the program. The final phase in the case planning continuum is transition planning. This will occur within 30 days of arrival with a draft transition plan ready no less than 60 days prior to the youth's release and it will be developed with the family and MDT.

Daily living services. LGYS will provide all youth with clothing, hygiene items and meals in accordance with Texas Administrative Code. Additionally, youth and parents will receive a Handbook which provides information about the daily programming.

Education services. Lake Granbury delivers education services through an on-site charter school which includes a year-round full day (minimum of 330 minutes) education program based on a normalized, academic culture that emphasizes rigor, relevance and relationships.

Clothing. ROP will provide all of the students with clean, well-fitting clothing that is appropriate for the activity and season of the year. There will also be available more clothing than needed at any one time, so there is no delay in replacing items that are lost, destroyed, or worn out.

Nutrition and Hygiene. We provide students with three meals a day (at least two hot) and a snack, and our menus meet licensing standards as well as Recommended Daily Allowances and Dietary Guidelines for Americans. At admission into the facility Rite of Passage will provide each youth with personal hygiene articles, including soap, toothbrush, toothpaste, comb, toilet paper, shampoo, shaving products and deodorant in a non-aerosol container. Personal hygiene items for minority students will also include culturally sensitive items such as hair gel and a hair pick.

Rights and Privileges. We will provide youth all the rights and privileges outlined by TJJD, and will ensure these rights are delivered by working with TJJD, training our staff and continually monitoring our programs. Students will receive a Student Handbook during orientation to become familiar with their rights and privileges including but not limited to grievance procedures, PREA and zero tolerance policies, communication and parent/family visitation, access to medical care, food, clothing, shelter and religious activities.

Behavior management system. While Rite of Passage emphasizes a strengths-based, normalized environment with positive staff/student interactions, our milieu and behavior management model is based on a Positive Organization Culture (POC). This model integrates proven practices including a cognitive-behavioral approach and Social Learning Theory as the framework. The positive relationships that students develop with staff and with each other will be an important avenue through which we direct, teach skills, role play and reinforce students in achieving their goals and our program's expectations. ROP's behavior management system will comply with TJJD Policy 95.17 and is designed to:

- Promote safety, respect for self and others, fairness and protection of rights within the Positive Organization Culture.
- Provide skill-based, constructive discipline and positive incentives to encourage youth to practice new behaviors.
- Engage staff in role modeling and promote alternative pro-social means for youth to meet their needs.
- Teach and reinforce conflict resolution utilizing the ROP Problem Resolution Process.
- Limit the use of safe physical management when responding to youth behavior.



Statement of Work Narrative/Program Components

Service Provider certifies by his/her signature that all information in the SOW is complete and accurate and that the services described will be adhered to for the extent of the contract, unless amended with the agreement of both parties; and that he/she has full authority to sign and submit the Statement of Work Narrative/Program Components and Budget.

Service Provider:

Signature and Date

Approved by Youth Services Contracts Manager:

Signature and Date